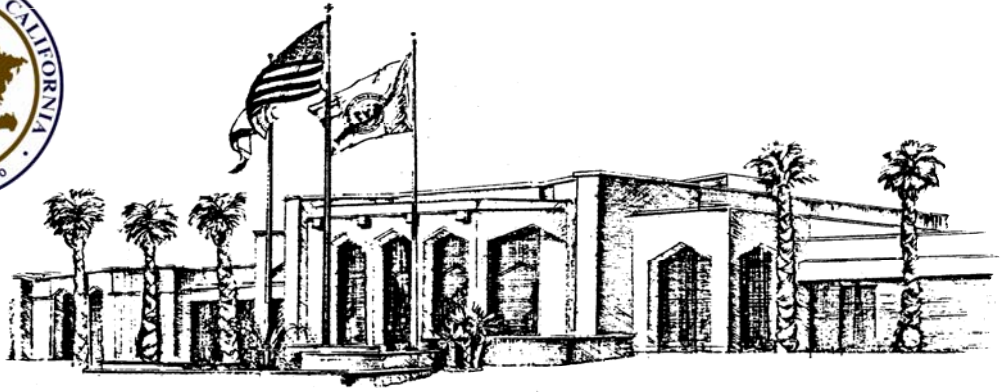


City of
Loma
Linda



MAINTENANCE WORKER

Salary: \$2,478 - \$3,012 monthly + benefits

RECRUITMENT INFORMATION

This recruitment is being held to establish an eligibility list from which the current vacancy as well as future vacancies may be filled.

THE POSITION

Under general supervision, performs a variety of limited skilled, semi-skilled and unskilled tasks in the maintenance, repair or construction of streets, sewer systems or water systems; parks and landscaped areas; and related facilities and equipment. Working hours are 6:00 a.m. - 4:30 p.m., Monday - Thursday.

QUALIFICATIONS

Education and/or Experience: Graduation from high school or equivalent, including one year of previous experience involving the construction, maintenance or repair of streets, sewer systems, water systems, parks and landscaped areas and related facilities and equipment.

Working Knowledge of: the uses and purposes of general tools and equipment used in construction, maintenance or repair activity; safe work methods.

Ability to: perform a variety of semi-skilled and unskilled work in the construction, maintenance or repair of city streets, parks, sewer systems or water systems, and related facilities; understand and follow verbal and written directions; work effectively in the absence of supervision; establish and maintain cooperative working relationships.

Special Requirements: Possession of a valid class C drivers license and ability to obtain a Class B California driver's license within one year and a satisfactory driving record. Incumbents must successfully complete a one year probationary period; must pass a medical examination, including drug screen, at time of appointment; may be subject to a background check.

Working Conditions: Work exposes incumbents to toxic or otherwise irritating substances and/or chemicals; incumbents must be able to perform heavy manual labor and work outdoors in varying weather conditions.

SELECTION PROCESS

Application packages will be evaluated by the Personnel Office to identify the applicants whose experience/education is most closely related to the stated qualifications. Those candidates whose qualifications best meet the City's needs will be invited to continue in the selection process.

HOW TO APPLY

A City application, ACCOMPANIED BY A CURRENT (90 days) DRIVING RECORD PRINTOUT FROM THE DMV, must be received in the Personnel Office by 5:00 p.m. on Thursday, **June 8, 2006**. Postmarks and Faxes not accepted. City application form may be requested by phone at (909) 799-2814, by email at bnicholson@lomalinda-ca.gov, downloaded from the City website at www.lomalinda-ca.gov, or obtained in person at City Hall, 25541 Barton Road, Loma Linda.

CITY OF LOMA LINDA PERSONNEL OFFICE
www.lomalinda-ca.gov

25541 Barton Road
Loma Linda, Ca 92354

Telephone: (909) 799-2814
e-mail: bnicholson@lomalinda-ca.gov

EQUAL OPPORTUNITY EMPLOYER

EMPLOYEE BENEFITS

Retirement - benefits are provided through the Public Employees' Retirement System 2% @ 55, with the City paying the 7% employee contribution for miscellaneous positions.

Holidays - twelve days per year.

Paid Leave Program - provides a combination of flexible sick leave and vacation benefits.

Deferred Compensation Plan - is coordinated with the cafeteria-style insurance reimbursement plan.

Medical, Dental and Optical Insurance - \$675 cafeteria-style plan provided for employee and dependent insurances.

Flexible Benefits Program - allows an employee to set aside pre-tax dollars for eligible dependent care expenses, unreimbursed medical expenses and health care premiums.

Life Insurance - coverage is provided by the City in an amount equal to an employee's annual salary. Additional voluntary life insurance is available.

Long Term Disability - is provided by the City at no cost to the employee.

Employee Assistance Program - through the Holman Group.

4/10 Work Schedule - City Offices closed on Fridays.

Education Reimbursement - of expenses is provided for approved programs up to \$1,000/fiscal year.

Health Club Membership - City paid to LLU Drayson Center.

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Reasonable Accommodation - **The Personnel Office will make reasonable efforts to accommodate persons with disabilities. Please advise the Personnel Office of any special needs in advance of the examination by calling (909) 799-2814.**

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The provisions of this bulletin do not constitute a contract, expressed or implied, and any provisions contained in this bulletin may be modified or revoked without notice.

ABOUT THE CITY

Loma Linda is a balanced blend of quality residential, industrial, and commercial developments. Residents enjoy the range of amenities for which Southern California is famous. The community offers gracious living with hillside homes that provide a panoramic view of the valleys and mountains.

Loma Linda is freeway close to beaches, mountains, ski and desert resorts. There are several colleges and universities within commuting distance of the City. Loma Linda is also the home of the world-renowned Loma Linda University Medical Center.

Located in the Redlands/San Bernardino area, 60 miles east of Los Angeles, Loma Linda has a population of 22,500 and encompasses 7.8 square miles. The Civic Center houses City offices, the Chamber of Commerce and the San Bernardino County Branch Library.

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Pre-employment Physical Examination - Prior to final appointment, all persons must pass a medical examination and drug screen, paid for by the City. Some positions may require psychological testing.

Background Check - Appointees may be fingerprinted and required to pass a background investigation.

Proof of Legal Residence - Pursuant to the Immigration Reform and Control Act (IRCA) of 1986, all new hires will be required to show proof of legal residence entitling them to work in the Unites States prior to becoming an employee of the City.

Filing Applications - Completed application materials must be filed with the Personnel Office by the final filing date specified on this announcement. Mailed applications must be received by the final filing date. Separate applications must be filed for each job classification. Application forms can be obtained from the City of Loma Linda Personnel Office, 25541 Barton Road, Loma Linda, Ca 92354, by calling (909) 799-2814, by e-mail from bnicholson@lomalinda-ca.gov, or from the City's website at www.lomalinda-ca.gov